

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
January 22, 2018

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, January 22, 2018, at 2:00 p.m. Commissioners present were Randy Ross, Wes Cormier and Vickie Raines. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Norma Tillotson, Deputy Prosecuting Attorney, was also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BIDS: None

HEARINGS: None

PUBLIC COMMENT: None

CONSENT AGENDA:

Minutes:

Morning/Regular meetings: January 8, 2017

Special Meetings: December 28, 2017

Commissioners:

Timberland Regional Library Appointment: Brenda Hirschi, expires
12/31/2025

Management Services:

Set Hearing Date - *February 5, 2018* – Fair Building Construction Fund, \$58,534

Set Hearing Date – *February 5, 2018* – General Fund Clerk, \$8,000

Set Hearing Date – *February 5, 2018* – General Fund Emergency Management, \$97,125

Public Services:

Surplus Vehicles: (1) Chevrolet Malibu and (1) 2004 Ford Explorer

Sheriff:

Annual Certification Report for Federal Equitable Sharing funds

Correspondence:

WSLCB: Grays Harbor Mounted Posse, 3/23-25/18 and Prairie Market,
beer/wine sales

Claim: P. and K. Fluetsch, C-736-18

-Lawsuit – Terwilleger, L-737-18

ACTION: A motion was made, seconded and passed to approve the consent agenda.

COMMISSIONERS:

- 1. Development and Professional Services Fee Agreement with Public Facilities Investment Corporation (PFIC) to provide development services and locate financing sources for proposed replacement, renovation and/or expansion of County Adult Jail, Sheriff’s Office and Juvenile Facility, term of contract January 2018 through December 2020, \$72,610:** This item was removed from the Agenda.

DEPARTMENTS:

Fair & Events:

- 1. Request Approval, Authorization for the Fair & Events Manager to sign and execute the 2018, 2019 and 2020 Wine Festival contracts with the Elma Chamber of Commerce:** A motion was made, seconded and passed to approve authorization for the Fair & Events Manager to sign and execute the 2018, 2019 and 2020 Wine Festival contracts with the Elma Chamber of Commerce.
- 2. Request Approval, Authorization for the Fair & Events Manager to sign and execute the 2018 Gray s Harbor County Tourism Media Planning and Buying Contract renewal with Busby Media for assistance in acquiring media grants, term of contract January 2018 through December 2018, \$275,000:** A motion was made, seconded and passed to approve authorization for the Fair & Events Manager to sign and execute the 2018 Grays Harbor County Tourism Media Planning and Buying Contract renewal with Busby Media for assistance in acquiring media grants, term of contract January 2018 through December 2018 in the amount of \$275,000. Busby Media has been successful in acquiring media grants and bonus air time which has consistently added a minimum of 50 percent additional free media to the annual Grays Harbor Tourism Media budget. The longstanding relationship with Busy Media has proven to be a considerable asset for continued success.
- 3. Request Approval, Authorization for the Fair & Events Manager to sign the Public Relations and Creative Services Agreement with Friendly Voice, Inc., for public relations and creative services, term of contract January 2018 through December 2018, \$53,300:** A motion was made, seconded and passed to approve authorization for the Fair & Events Manager to sign the Public Relations and Creative Services Agreement with Friendly Voice, Inc., for public relations and creative services, term of contract January 2018 through December 2018 in the amount of \$53,300. Friendly Voice, Inc., has a longstanding relationship with the Tourism Department and the media buyer, Busy Media, which streamlines the process of delivery and development of necessary materials. Friendly Voice, Inc., has been an integral component to sustaining marketing success.
- 4. Request Approval, Authorization for the Fair & Events Manager to sign the Used Cooking Oil Service Agreement with SeQuential for collection and disposal of used cooking oil, term of contract January 2018 through December 2018, no charge to the Fairgrounds:** A motion was made, seconded and passed to approve authorization for the Fair & Events Manager to sign the Used Cooking Oil Service Agreement with SeQuential for collection and disposal of used cooking oil, term of contract January 2018 through December 2018. There is no charge to the Fairgrounds for this service.
- 5. Request Approval, Authorization for the Fair & Events Manager to sign the 2018 Advertising Contract with Miles Marketing Group for website publishing for the Washington State Tourism Alliance, term of contract January 2018 through December 2018, \$3,252:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign the 2018 Advertising Contract with Miles Marketing Group for website publishing for the Washington State Tourism Alliance. Miles Marketing Group is the official website publisher for the Washington State Tourism Alliance. Their mission is to

advocate, promote, develop and sustain the economic well-being of the Washington Tourism Industry. Website advertising is a critical component in the multifaceted marketing approach used by both the Washington Tourism Alliance and Grays Harbor Tourism.

Forestry:

- 1. Request Approval, Set Public Auction Date for March 16, 2018 and April 13, 2018 at 10:00 a.m. for the following 2018 Timber Sales: Esterbrook, East Hoquiam No. 3, Raney Creek No. 10, W. Fork Wishkah No. 8, Elk River No. 3 (Cedar salvage), Cedar Creek, Damon Creek No. 1, S. Fork Andrews Creek No. 1 and W. Fork Andrews Creek No. 2:** A motion was made, seconded and passed to approve the Public Auction for March 16, 2018 and April 123, 2018 at 10:00 a.m. for the following 2018 Timber Sales: Esterbrook East Hoquiam No. 3, Raney Creek No. 10, W. Fork Wishkah No. 8, Elk River No. 3 (Cedar salvage), Cedar Creek, Damon Creek No. 1, S. Fork Andrews Creek No. 1 and W. Fork Andrews Creek No. 2.
- 2. Request Approval, Memorandum of Agreement with Robert K. Weidner for government relations advisor services to counties of the Evergreen Forest County Group, term of contract January 1, 2018 through December 31, 2018, \$10,000:** A motion was made, seconded and passed to approve the Memorandum of Agreement with Robert K. Weidner for government relations advisor services to counties of the Evergreen Forest County group, term of contract January 1, 2018 through December 31, 2018 in the amount of \$10,000.

Juvenile:

- 1. Request Approval, Professional Services Contract with Sara Straus-King for providing court-ordered evaluations and certified sex offender treatment to juveniles on a Special Sex Offender Disposition Alternative (SODA), term of contract September 1, 2017 through August 31, 2019, \$30,000:** A motion was made, seconded and passed to approve the Professional Services Contract with Sara Straus-King for providing court-ordered evaluations and certified sex offender treatment to juveniles on a Special Sex Offender Disposition Alternative (SODA), term of contract September 1, 2017 through August 31, 2018 in the amount of \$30,000.

Management Services:

- 1. Request Approval, Resolution – Budget Transfer, Elections Reserve Fund, \$209,769:** A motion was made, seconded and passed to approve **Resolution No. 2018-002 transferring items in the Grays Harbor County Miscellaneous Fund Election Reserve in the amount of \$209,769.** This Resolution transfers budget for the purchase of elections software.
- 2. Request Approval, Resolution – Budget Transfer, Stadium Fund, \$165,000:** A motion was made, seconded and passed to approve **Resolution No. 2018-003 transferring items in the Grays Harbor County Miscellaneous Fund Stadium in the amount of \$165,000.** This Resolution authorizes additional budget for transfers out to the fair building construction fund. This amount was appropriated in 2017 but not used during the year.
- 3. Request Approval, Resolution – Budget Transfer, Stadium Fund, \$15,000:** A motion was made, seconded and passed to approve **Resolution No. 2018-004 transferring items in the**

Grays Harbor County Miscellaneous Fund Stadium in the amount of \$15,000. This Resolution authorizes additional budget for transfers out to the Parks & Vegetation Management to cover additional costs.

4. Request Approval, Amendment No. 10 to the Project Agreement with Chehalis Basin Lead Entity adding additional amount to the grant, term of contract January 1, 2018 through June 30, 2018, \$15,000: A motion was made, seconded and passed to approve Amendment No. 10 to the Project Agreement with Chehalis Basin Lead Entity adding an additional amount to the grant, term of contract January 1, 2018 through June 30, 2018 in the amount of \$15,000.

5. Request Approval, Resolution – Adjustments to Budgeted beginning cash balances as of January 1, 2018: A motion was made, seconded and passed to approve Resolution No. 2018-005 authorizing adjustments to budget beginning cash balances as of January 1, 2018. This Resolution adjusts beginning cash to actual at January 1 with a corresponding adjustment to ending cash for general and miscellaneous funds.

6. Request Approval, Employment Agreement – Gary Mawhorter, Central Services Director: A motion was made, seconded and passed to approve the Employment Agreement with Gary Mawhorter, Central Services Director.

Public Health and Social Services:

1. Request Approval, Amendment No. 3 to the ABCD Dental Services Agreement for dental service in early life, term of contract January 1, 2018 through June 30, 2018: A motion was made, seconded and passed to approve Amendment No. 3 to the ABCD Dental Services Agreement for dental service in early life, term of contract January 1, 2018 through June 30, 2018. This amendment extends the term dates and is increased by the same amount allocated from the previous contract period in the amount of \$12,310.

2. Request Approval, Professional Services Agreement with Robert Delahanty for the Community Service Program, term of contract January 1, 2018 through December 31, 2018, \$22,200: A motion was made, seconded and passed to approve the Professional Services Agreement with Robert Delahanty for the Community Service Program, term of contract January 1, 2018 through December 31, 2018 in the amount of \$22,200.

3. Request Approval, Affiliation Agreement with University of Washington for hosting a Registered Dietician graduate student intern, term of agreement June 23, 2018 through August 17, 2018: A motion was made, seconded and passed to approve the Affiliation Agreement with University of Washington for hosting a Registered Dietician graduate student intern, term of agreement June 23, 2018 through August 17, 2018. The intern will be observing the Registered Dietician and daily work functions.

4. Request Approval, Interlocal Agreement with the City of Aberdeen for medications by medical personnel to treat mental illness and substance use disorders for jail inmates, term of contract January 1, 2018 through December 31, 2018, \$5,000: A motion was made, seconded and passed to approve the Interlocal Agreement with the City of Aberdeen for medications by medical personnel to treat mental illness and substance use disorders for jail

inmates, term of contract January 1, 2018 through December 31, 2018 in the amount of \$5,000 and is funded by the treatment sales tax.

5. Request Approval, Professional Services Agreement with Dr. Timothy Miller of MCS Counseling Group, LLC for technical assistance and program evaluation for the Youth System of Care Initiative, term of contract January 1, 2018 through December 31, 2018, \$26,000 from Treatment Sales Tax fund: A motion was made, seconded and passed to approve the Professional Services Agreement with Dr. Timothy Miller of MCS Counseling Group, LLC for technical assistance and program evaluation for the Youth System of Care Initiative, term of contract January 1, 2018 through December 31, 2018 in the amount of \$26,000, funded by the treatment sales tax.

6. Request Approval, Professional Services Agreement with Connections for providing housing for persons with mental illness or substance use disorders participating in the Parent Child Assistant Program, term of contract January 1, 2018 through June 30, 2018, \$32, 550 funded by Treatment Sales Tax funds: A motion was made, seconded and passed to approve the Professional Services Agreement with Connections for providing housing for persons with mental illness or substance use disorders participating in the Parent Child Assistant Program, term of contract January 10, 2018 through June 30, 2018 in the amount of \$32,550, funded by the treatment sale tax.

Public Services:

1. Request Approval, Gateway and Administrative Agreement with Express Bill Pay establishing a utility bill pay online for customers, term of contract January 2018 through December 2021 with automatic renewal of additional twelve months, \$2,000 for startup fees: A motion was made, seconded and passed to approve the Gateway and Administrative Agreement with Express Bill Pay establishing a utility bill pay online for customers, term of contract January 2018 through December 2021 with automatic renewal of additional twelve months, \$2,000 for startup fees. This service will allow customers to set up automatic payments, view their monthly bills online and make one-time credit card payments.

2. Request Approval, Resolution – Adopting FEMA Rental Rates for County-owned Equipment: A motion was made, seconded and passed to approve **Resolution No. 2018-006 adopting FEMA Rental Rates for County-owned equipment.**

3. Request Approval, Interlocal Agreement for membership in the Interlocal Purchasing System (TIPS) for additional options of purchasing services and good for County agencies: A motion was made, seconded and passed to approve the Interlocal Agreement for membership in the Interlocal Purchasing System (TIPS) for additional options of purchasing services and good for County agencies.

4. Request Approval, Resolution – Authorization to forward the Shoreline Master Plan to the Department of Ecology for review and approval: Postponed, moved to February 26, 2018 meeting.

Treasurer:

1. **Request Approval, - Cancelling Personal Property Taxes pursuant to RCW 84.56.240:** A motion was made, seconded and passed to approve **Resolution No. 2018-007 cancelling personal property taxes pursuant to RCW 84.56.240.**

2. **Request Approval, Authorization for the Treasurer to sign a contract with nCourt for County Departments to accept Credit Card Payments:** A motion was made, seconded and passed to approve authorization for the Treasurer to sign a contract with nCourt for County Departments to accept credit card payments.

ANNOUNCEMENTS: None

PUBLIC COMMENT: None

Commissioner Ross recessed the meeting to the media session at 2:20 p.m.

Media Session:

Commissioner Raines reopened the meeting at 2:22 p.m. in Conference Room No. 1. Commissioners present were Wes Cormier, Randy Ross and Vickie Raines. The media and Commissioners exchanged comments and questions on County business.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

No. 2018-002	Transferring items in the Grays Harbor County Miscellaneous Fund Election Reserve in the amount of \$209,769
No. 2018-003	Transferring items in the Grays Harbor County Miscellaneous Fund Stadium in the amount of \$165,000
No. 2018-004	Transferring items in the Grays Harbor County Miscellaneous Fund Stadium in the amount of \$15,000
No. 2018-005	Authorizing adjustments to budget beginning cash balances as of January 1, 2018
No. 2018-006	Adopting FEMA Rental Rates for County-owned equipment

No. 2018-007

**Cancelling personal property taxes pursuant
to RCW 84.56.240**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- City of Aberdeen for medications by medical personnel to treat mental illness and substance use disorders for jail inmates

At 2:28 p.m. Commissioner Ross adjourned the meeting.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2018

Randy Ross, Chairman

Wes Cormier, District 1

Vickie Raines, District 3

ATTEST:

Jenna Amsbury, Clerk of the Board